

ODP-81-598
11 MAY 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: LWOP - [REDACTED]

25X1

25X1

1. Attached is a memorandum from [REDACTED] an Office of Data Processing employee, requesting Leave Without Pay for maternity reasons. [REDACTED] last work day will be 15 May 1981, and her expected date of delivery is 22 June 1981. As of pay period ending 18 April 1981, [REDACTED] leave balance was 64 hours annual leave and 28 hours sick leave.

25X1

25X1

2. In view of the above, it is requested that Leave Without Pay be granted through 27 November 1981, to begin at the expiration of her accumulated sick and annual leave.

/s/ Bruce T. Johnson

Bruce T. Johnson

Attachment: a/s

STATINTL

APPROVED:

Deputy Director For Administration

Date

ODPAdmin [REDACTED] /sc/5/7/81

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